

Youth Hub Expression of Interest Application Form

Provided below is a checklist to ensure all components of the EOI are submitted. Please refer to this list throughout your application process and review it before submission.

1.	Organization/Individual History including (please fill below): <ul style="list-style-type: none"> Brief history of the organization, including years in operation A description of the current programming, services, or community outreach activities Information on any awards, successes, and relevant statistics 	<input type="checkbox"/> Yes <input type="checkbox"/> No
2.	Supporting documents (please fill below) <ul style="list-style-type: none"> Biographies of key staff/ personnel List of Board of Directors (organizations only) List of staff that would be on-site at the Youth Hub Letters of Reference 	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.	Financials (please attach a copy) <ul style="list-style-type: none"> 2022 financial statement Current year financial statements (if possible) 	<input type="checkbox"/> Yes <input type="checkbox"/> No
4.	Statement of Interest (please fill below)	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.	Program Plan (Please attach a copy)	<input type="checkbox"/> Yes <input type="checkbox"/> No
6.	Program Impact (please fill below)	<input type="checkbox"/> Yes <input type="checkbox"/> No
7.	Evaluation Metrics (please attach a copy)	<input type="checkbox"/> Yes <input type="checkbox"/> No
8.	Process (please fill below)	<input type="checkbox"/> Yes <input type="checkbox"/> No
9.	Review EOI Assessment Criteria	<input type="checkbox"/> Yes <input type="checkbox"/> No
10.	Submitting a Proposal	<input type="checkbox"/> Yes <input type="checkbox"/> No

TYPES OF PROGRAMMING

Below is an overview of the types of programming that can be offered in the youth hub:

- A. **Leadership & Skills:** structured programs to empower youth with leadership qualities and a diverse set of practical skills. Participants learn (but not limited to) teamwork, communication, problem solving, and decision making, preparing them for leadership roles in various aspects of their life.
- B. **Structured & Non-Structured Programming (Scheduled/Drop-In):** **Structured** follows a predefined curriculum and schedule, offering a systemic learning experience. **Non-structured** programs which provide more flexibility, allowing youth to explore and learn in a less regimented environment, fostering creativity and self-direction.
- C. **Education & Professional Development (Resume building, interview coaching, etc.):** offering a combination of educational content and skills developed tailored to enhance a young person's academic knowledge and career readiness. They may include tutoring, career counseling, and workshops on resume building and interview skills.
- D. **Life Skills Programming (Financial Literacy, Cooking, etc.):** teaching vital skills such as effective communication, financial literacy, time management, and problem solving, equipping youth with the tools needed for personal growth and independence.
- E. **Inclusive Programming:** focusing on creating a safe and welcoming environment for all youth, regardless of their abilities, background, or identities. They promote diversity and aim to remove barriers to participation.
- F. **Health & Wellness:** promoting physical and mental well-being among youth. These may include exercise, nutrition, stress management, and mental health awareness, fostering a holistic approach to health.
- G. **Mental Health:** programming focusing on addressing the emotional and psychological needs for youth. They provide support, guidance, and coping strategies for dealing with stress, anxiety, depression, and other mental health challenges.
- H. **Business/Entrepreneur Programming:** programming to cultivate an entrepreneurial mindset among young individuals, teach them about business concepts, planning, marketing, and finance, with the goal of fostering future business leaders and innovators.
- I. **Arts/Music Programming:** programming to encourage creative expression and cultural enrichment. Youth learn various artistic forms and musical instruments, fostering their talents and creativity.
- J. **Newcomer Service Programming:** offering programming for comprehensive support and resources to assist newly arrived young immigrants and refugees in their transition to a new environment, encompassing language training, cultural integration, and access to essential services.

ELIGIBILITY

The City of Brampton will offer an up to 6-month rental agreement to non-profit community organizations who:

- ☐ Satisfies the criteria of a not-for-profit organization (be incorporated as a not-for-profit organization and may not be a subsidiary of a for-profit corporation).
- ☐ Provides free youth services/programs which can include social, recreational, health and wellness, employment and training, cultural or environmental, and are in alignment with council priorities and Recreation Division's goals.
- ☐ Is a non-for-profit community organization that resides in the City of Brampton/ Peel. Priority will be given to those organizations that are operating out of the City of Brampton.

- ☐ Satisfies the City criteria of good financial standing and is not in default under any rental/ lease/ service agreements with the City.
- ☐ Shares the vision of the City of Brampton and the Youth Hubs.
- ☐ Demonstrates a commitment to serving diverse communities.

SECTION 1: ORGANIZATIONAL/ INDIVIDUAL HISTORY

Organization Name and Contact Information

Enter your organization's details:

- Name:
- Address:
- Phone:
- Email:

Enter the contact information for your primary contact:

- Contact name:
- Contact phone number:
- Contact email:

Enter the contact information for your secondary contact:

- Contact name:
- Contact phone number:
- Contact email:

Is the primary contact for the organization and writer of this Expression of Interest between the ages of 14-29 years? (optional)

- ☐ YES
- ☐ NO

Online Presence

If your organization is active on social media, provide the handles you operate under.

1. Facebook:
2. Twitter:
3. Instagram:
4. LinkedIn:

This includes assessing for these ineligible activities:

- The applicant has a history of engaging in political activity supporting or opposing any political party, elected representative, or candidate for public office, and/or
- The applicant has a main purpose and/or uses major resources to bring about change in law or government policy.

Group Structure

Select the organization type that best describes your organization/group. (Check only one)

- ☐ Grassroots group that is not registered as a charity or as an incorporated not-for-profit.
- ☐ A charitable organization or foundation registered with the Canada Revenue Agency
- ☐ An organization incorporated as a not-for-profit corporation without share capital in a Canadian jurisdiction (this includes a Chartered Community Council, operating under the Métis Nation of

Ontario, or Inuit communities that are registered as not-for-profit corporations without share capital in Canada)

- ☐ A First Nation

Group Experience

Tell us about how and why your organization/group was formed. Provide a brief history of the organization, including years of operation. Please include:

- A description of the current programming, services, or community outreach activities
- Information on any awards, successes, and relevant statistics

(500 words max)

SECTION 2: SUPPORTING DOCUMENTS

Provide information about the core group member and/or Board of Directors including the following:

1. Biographies of key staff/personnel
2. List of Board of Directors (organizations only)
3. List of staff that would be on-site at the Youth Hub
4. List of staff training requirements and certifications

Your core group members are or have experience with:

TIP: Check only those identities and lived experiences that apply to your core group members. If you are a registered not-for-profit, this also includes your board members. When selecting Indigenous (First Nations, Métis or Inuit), members can be from urban, rural and on reserve communities.

- ☐ Indigenous o First Nations o Métis o Inuit
- ☐ Black
- ☐ Racialized
- ☐ Newcomer
- ☐ Francophone
- ☐ Two-spirit, lesbian, gay, bisexual, transgender, queer and/or questioning, intersex, asexual (2SLGBTQIA+)
- ☐ Living with disabilities and/or special needs
- ☐ Living with mental health needs and/or addictions
- ☐ The justice system (have been in conflict with the law or are vulnerable to being in conflict with the law)
- ☐ Child welfare (in care, leaving care, or transitioned out)
- ☐ Not having enough money to meet basic needs (low-income)
- ☐ The education system (dropped out of school or vulnerable to dropping out)
- ☐ Living in rural or remote communities
- ☐ Not engaged with education, employment and training programs (NEET)
- ☐ None of the above

SECTION 3: FINANCIAL

Organizational Funding

Provide a copy of financial statements for the following years, including major funding from grants/trustees/governments and/or financial statement of current grant funding for program

1. 2022 financial statement
2. Current year financial statements (if possible)

SECTION 4: STATEMENT OF INTEREST

Describing the program idea

Provide a brief overview of your organization's program idea. (350 words max.) TIP: Describe what you will do, who it will benefit and where your work will happen in the Susan Fennell Youth Hub. Share the purpose of your project.

What needs or issues are you trying to address? (350 words max.)

TIP: In answering this question, consider:

- What are the systemic barriers and issues your group is trying to address?
- What needs or gaps are you trying to address?
- Are there things in your community you are interested in enhancing or protecting?

Upload Supporting Documents (optional)

TIP: You may upload as many as five (5) pictures or diagrams, or provide a link to pictures, that will provide a greater explanation of your initiative. Please include a short description for each picture. Files must be uploaded in one of the following formats: pdf, jpg, jpeg, gif, doc, docx, txt, odt, ods, png, bmp, tif, tiff, xls, or.xlsx.

SECTION 5: PROGRAM PLAN

Provide a program plan that includes all major activities and milestones in your project. (1 page maximum).

SECTION 6: PROGRAM IMPACT

Describing the Outcome

Select the outcome that most aligns with the change you want to make through this program. (Check only one)

- ☐ Empowering youth with leadership qualities, demonstrating improved teamwork, communication, problem solving, and decision-making abilities.
- ☐ Improve academic performance and career prospects by providing educational content and skills development, leading to an increase in youth securing internships, employment, or advancing their education.
- ☐ Building capacity and essential life skills in an increased number of participants demonstrating proficiency in effective communication, financial literacy, culinary, and problem solving.
- ☐ Cultivate creative expression and cultural enrichment with an increased number of youths showcasing their talents or contributions to the community.
- ☐ Enhance the overall health and well-being of youth through demonstrated increase physical health and healthy lifestyle choices and improved mental health outcomes and strategies for youth.
- ☐ Equip youth with skills and knowledge to prepare them for careers in STEM (Science, Technology, Engineering, and Mathematics), or entering tech-related professions.
- ☐ Creating safe spaces and promoting diversity and inclusion for youth and reducing barrier

Describing the Impact

How many youth do you expect to directly impact through the life of your program?

TIP: Only include the number of youth impacted of the requested period of this expression of interest, if granted.

SECTION 7: EVALUATION METRICS

Evaluation Metrics

Please provide a copy of your evaluation metrics. The evaluation metric should include insights into the program's effectiveness and how you will collect data for the success of the program.

TIP: This can include: the quantifiable measures for program success (i.e. attendance, focus groups), how collected data will be analyzed and interpreted, which staff will complete evaluation, frequency of evaluation.

SECTION 8: PROCESS

Request Term

1. What is the request for the program? (complete each section)

Time

- ☐ 1 hour program
- ☐ 2 hour program
- ☐ 3 hour program
- ☐ 4+ hour program

Occurrence

- ☐ Once a week
- ☐ Twice a week
- ☐ Three times a week
- ☐ 4 days a week
- ☐ 5 days a week

Length

- ☐ 1 month
- ☐ 2 months
- ☐ 3 months
- ☐ 4 months
- ☐ 4 months
- ☐ 6 months

SECTION 9: ASSESMENT CRITERIA

Assessment Area #1: Eligibility (10 points)

Proposal articulates a Youth Hub vision that is well aligned with the purpose and description in the Expression of Interest.

- Core group members (including board members, where applicable) reflect the identities and experiences of the youth participants they are working with and for.

- The application is complete and contains clear and detailed responses.
- The group is based in Brampton and the work will benefit youth residing in Brampton
- The group has at least three core group members.
- More than 50% of core group members are at arm's length relationship to each other.
- The project complies with City of Brampton policies.

Assessment Area 2: People/ Organization (5 points)

- Proposal is submitted by an organization, partnership or team of organizations with the experience, capacity and community relationships to service the Youth Hub

Assessment Area 3: Strategy (20 points)

- The group has fully and clearly described the idea they want to run and conduct, or the strategic work they will lead.
- The need, issue or opportunity connects to systemic barriers, social services needs and/or recreational programming that youth face.
- The idea is an effective response to the need, issue or opportunity the group is addressing.
- The program has a clear plan to apply principles of access, equity, and inclusion and articulates an approach for ensuring equitable access to culturally appropriate services for diverse youth.
- The proposed idea is culturally anchored and has been designed to respond to the experiences, needs and assets of youth.

Assessment Area 4: Program Impact (20 points)

- Proposal articulates a significant level of positive impact a Youth Hub would have on the identified community, with a focus on building on local strengths and addressing current gaps or barriers experienced by youth and young adults
- Proposal describes and reflects the specific needs and any unique complexities of the community that can make service delivery and access challenging

SECTION 10: SUBMITTING A PROPOSAL

Submitting a Proposal

Steps to submitting a proposal are as follows:

1. If you would like to learn more about the youth hub space and rental opportunities, you can attend a drop-in information session (not mandatory but beneficial).
2. Prepare and submit EOI application package. Include the application form and the checklist information in this section.
3. Applications will be sent via email to Recreation@brampton.ca for review upon completion. The submission deadline for all applications will be **December 15, 2023, by 5:00pm EST. Please Subject your email with: "[organization name] - EOI Application Form and Requested Documentation"**.